



Custard Consulting, LLC
Schedule 738X
GSA Contract # GS-02F-0098X

Custard Consulting continues a proud history of providing outstanding Human Resource solutions to Federal Managers. Custard Consulting is both a women owned and a service disabled owned company.

Philosophy: Using an employee life cycle strategy, we can help you design a comprehensive and fused strategy to acquire talent, gain efficiencies, and address performance, resulting in a flexible, world-class workforce. We believe that the easy solutions have been implemented – it's time to take a hard look at your HCM program, find the flexibilities and maximize these opportunities with our expert help.

Integrated HR Services:

- Strategic HR Design
- Talent Acquisition
- Compensation and Classification
- Career Management
- HR Project Management



U.S. General Services Administration

**Human Resources and Equal Employment Opportunity Services
Federal Supply List Schedule 738X**

**Custard Consulting, LLC
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Contract Number: GS-02F-0098X
Contract Period: 3/10/2016 – 3/9/2021

**For more information on ordering from federal supply schedules click
on the FSS Schedules button at <http://www.fsa.gsa.gov>**

For more information please contact:

Susan Custard
360-852-8126
susanc@custardconsulting.com

Business Size: Veteran/Small Women Owned Business

Customer Information

1a. Special Item Numbers:

HUMAN RESOURCE SERVICES (Excluding EEO Services – 595-21) - Human Resource Services may include, but are not limited to, providing support in the functions of planning, recruitment and internal placement, position classification, personnel actions, training, employee relations, outplacement, function review/integration services and worker's compensation.

1b. Pricing List:

SIN Category # Labor Category Hourly

SIN	Category #	Labor Category	Hourly Labor Rate with IFF
595-21	HR-1	Senior HR Consultant	\$113.35
595-21	HR-2	HR Consultant	\$94.46
595-21	HR-3	Jr. HR Consultant	\$75.57
595-21	PM-1	Project Manager	\$94.46

1c. Labor Category Position Descriptions

Category #	Title	Education and Experience	Functional Responsibilities
HR-1	Senior HR Consultant	Bachelor's Degree in Business or other HR related area, SHRM or other certification considered a plus. Minimum of 10 years in managing, overseeing, advising in Federal HR programs.	Applies expert level experience and/or supervision in the Federal HR arena, providing project guidance, development and consultation in such areas as HR planning (systematic approaches for forecasting the future demand for, and supply of employees); Position Classification (review and evaluate positions to determine title, series, and grade, conduct audits, provide advice on position management, etc.); Recruitment and Internal placement (provides support on outside recruitment, and internal placement including merit promotion, transfer of function, reassignment, temporary promotion, etc.); Training: advise management and employees on a variety of training and development issues, including developing and providing classroom and web-based training).
HR-2	HR Consultant	Bachelor's Degree in Business or other HR related area, SHRM or other certification considered a plus. Minimum of 8 years in managing, overseeing,	Consults on HR programs and projects requiring advanced knowledge in the Federal HR arena, providing project guidance, development and consultation in such areas as HR planning (systematic approaches for forecasting the future demand for, and supply of employees); Position

Category #	Title	Education and Experience	Functional Responsibilities
HR-3		advising in Federal HR programs.	Classification (review and evaluate positions to determine title, series, and grade, conduct audits, provide advice on position management, etc.); Recruitment and Internal placement (provides support on outside recruitment, and internal placement including merit promotion, transfer of function, reassignment, temporary promotion, etc.); Training: advise management and employees on a variety of training and development issues, including developing and providing classroom and web-based training).
	Jr. HR Consultant	Bachelor's Degree in Business or other HR related area, SHRM or other certification considered a plus. Minimum of 5 years in managing, overseeing, advising in Federal HR programs.	Consults on HR programs and projects requiring advanced knowledge in the Federal HR arena, providing project guidance, development and consultation in such areas as HR planning (systematic approaches for forecasting the future demand for, and supply of employees); Position Classification (review and evaluate positions to determine title, series, and grade, conduct audits, provide advice on position management, etc.); Recruitment and Internal placement (provides support on outside recruitment, and internal placement including merit promotion, transfer of function, reassignment, temporary promotion, etc.); Training: advise management and employees on a variety of training and development issues, including developing and providing classroom and web-based training).
	Project Manager	Bachelor's Degree in Business or other HR related area, PM certification required. Minimum of 8 years in managing or performing project management of Federal HR programs.	Consults on, or manages HR projects or programs, requiring knowledge of Federal HR or contract terminology, operations, procedures, and requirements. Work many be in any functional area of HR policy, strategy or operations. Requires at least 12 years of HR experience involving increasing responsibility, at least 10 years of which must be specialized experience in the area in which work is to be performed. Must be capable of managing comprehensive projects or programs, developing or implementing resolutions to complex problems. May manage progressively complex contracts, including all financial, labor-related, and contractual information associated with each project.

- 2. Maximum Order:** \$1,000,000.00
- 3. Minimum Order:** \$100.00
- 4. Geographic Coverage:** Domestic Only
- 5. Points of Production:** Vancouver, WA
- 6. Discount from list prices or statement of net price:** Base discount of 25% is offered from Custard Consulting, LLC's Commercial Pricing
- 7. Quantity discounts:**
Volume Additional Discount
\$10,000 & greater 5%
- 8. Prompt payment terms:**
Timeframe Additional Discount
30 days 0%
- 9a. Notification that government purchase cards are accepted at or below the micro-purchase threshold:** Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** No
- 10. Foreign items:** N/A
- 11a. Time of delivery:** Specified on the task order
- 11b. Expedited Delivery:** Specified on the task order
- 11c. Overnight and 2-day delivery:** Not Applicable
- 11d. Urgent Requirements:** Not Applicable
- 12. FOB Points:** Destination
- 13a. Ordering Address:** 19003 SE 39th Way, Vancouver WA 98683-1439
- 13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3. The ordering procedures for supplies and services, information on BPA's, and a sample BPA can be found at the GSA/FSS Schedule homepage at <http://fsa.gsa.gov/schedules>.
- 14. Payment address:** 4205 SE 177th Lane, Vancouver WA 98683
- 15. Warranty provision:** Not Applicable
- 16. Exporting Packing Charges (if applicable):** N/A
- 17. Terms and conditions of Government purchase card acceptance:** Contact Contractor
- 18. Terms and conditions of rental, maintenance and repair:** N/A
- 19. Terms and conditions of installation:** N/A
- 20. Terms and conditions of repair parts indicating date of parts lists and any discounts from list prices:** N/A
- 20a. Terms and conditions for any other services:** N/A
- 21. List of service distribution points:** N/A
- 22. List of participating dealers:** N/A
- 23. Preventive maintenance:** N/A
- 24a. Special attributes such as environmental attributes:** N/A
- 24b. If applicable, indicate that Section 508 compliance information is available on electronic and information technology (EIT) supplies and services and show where full details can be found:** N/A
- 25. Data Universal numbering System DUNS Number:** 961714289
- 26. Notification regarding registration in SAM:** Custard Consulting LLC.